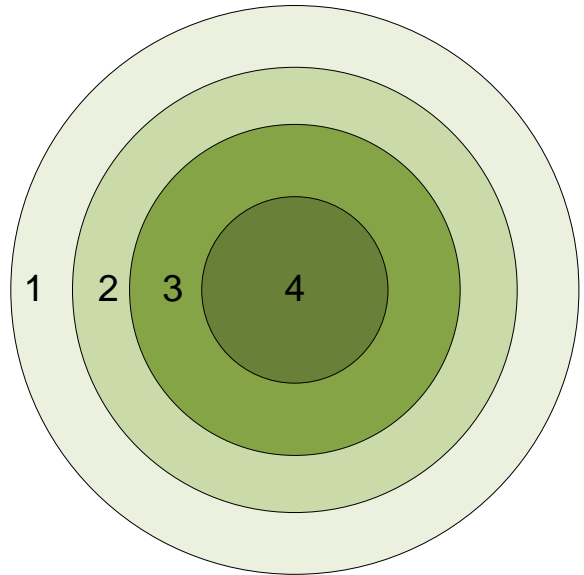


ESTABLISHING MAIN VFA COHORT FOR FY 2013 BASED ON MIS DATA*

FOR VFA DATA SUBMISSION IN MARCH 2015

The formation of the VFA main cohort is presented as a progressive implementation of required filters, from Starting Data Set (cohort #1) to resulting Main VFA cohort (cohort #4).

1. STARTING DATA SET: Fall Enrollment, Fall of FY'13 (calendar Fall 2012), Student Information File.
2. HIGH SCHOOL COMPLETION CREDENTIAL COHORT: Fall Enrollment, Fall of FY'13 (calendar Fall 2012), Student Information File, MINUS those students who have not received any type of HS completion credential (High School Award Type \neq 1, 2 or 5).
3. NON-EXCLUSIVELY-ESL STUDENT COHORT: #2 linked to Fall Enrollment, Fall of FY'13 (calendar Fall 2012), Credit Student Course File, MINUS those students who were enrolled exclusively in ESL or ESI courses (keep only students with first three characters in Course Number \neq "ESL or ESI").
4. MAIN COHORT: #3 MINUS students found in Credit Student Course Files for previous six years (FYs 2012, 2011, 2010, 2009, 2008, 2007) as NOT enrolled as "still in HS" students** (High School Enrollment Type = 0).



*Justification quotes from the VFA Manual 2.1 (p.19) provided with the numbers for each described cohort.

** Limiting previous enrollment search to six years (#4) is dictated by changes in the MIS Reporting requirements: prior to FY 2007, "still in HS" flag was among unique student information attributes, thus poorly reflecting possible multiple statuses during any FY. It is recommended that the six-year limit is utilized for any main VFA cohorts in the future as a standard method.

...AS PRESCRIBED BY VFA MANUAL...

1. "...should include all college students who were enrolled for credit at your institution...in the fall..." (p. 13)
2. "who have completed high school (or the equivalent)..."
3. **"Students who were enrolled exclusively in ESL courses should not be included in the cohort."**
4. "The cohort should also include students who earned college credits during high school (such as dual enrollment) as long as this is their first enrollment for credit at your college after receipt of the high school diploma or equivalent."

FORMAT/SCOPE OF THE DATA THAT THE COLLEGES RECEIVE FROM THE DE AND FORMAT/SCOPE OF THE DATA
THAT COLLEGES RETURN TO THE DE

Upon formation of the main cohort, the DE will provide the colleges with two datasets: Student Information file (FY 2013) and Student Course File (FY 2013). Both files will contain complete set of records for FY 2013 with students/courses flagged as a part of the main cohort based on calculations described above. The DE expects colleges to add VFA required data elements to both files as described in the layouts below:

1. Credit Student Information File.

Community College, Number	DE Provides
Student SSN	DE Provides
Student ID flag	DE Provides
Student DOB	DE Provides
Student Age (as of 09/01/2012)	DE Provides
< 20 years old (Y/N)	DE Provides
Age, 20-24 (Y/N)	DE Provides
Age, 25-29 (Y/N)	DE Provides
Age, => 30 (Y/N)	DE Provides
Age, unknown (Y/N)	DE Provides
HS completion (Y/N)	DE Provides
Full/Part-time code (1 = Full; 2 = Part, based on 12 CrH [8 CrH for IHCC] in Fall 2012)	DE Provides
VFA Main Cohort Y/N	DE Provides
Credential Seeking Student (Y/N)	College Provides
First Time in College (Y/N)	College Provides
Pell Grant Status (Y/N)	College Provides
Referral Method for Developmental Education (only one per college : 1 = Referral Test; 2 = Course Selection)	College Provides
College Ready: Math (0 = college level; 1 = 1 level below; 2 = 2 levels below; 3 = 3 levels below; 9 = N/A or unknown)	College Provides
College Ready: English (0 = college level; 1 = 1 level below; 2 = 2 levels below; 3 = 3 levels below; 9 = N/A or unknown)	College Provides
College Ready: Reading (0 = college level; 1 = 1 level below; 2 = 2 levels below; 3 = 3 levels below; 9 = N/A or unknown)	College Provides
College Ready: English/Reading Combination (0 = college level; 1 = 1 level below; 2 = 2 levels below; 3 = 3 levels below; 9 = N/A or unknown)	College Provides

2. Credit Student Course File:

Community College, Number	DE Provides
Student SSN	DE Provides
Student ID flag	DE Provides
Course Number	DE Provides
Course Start Date	DE Provides
Course End Date	DE Provides
Developmental Course flag (Y/N): Y = course number is < 100; N = Course number is => 100	DE Provides
Developmental Discipline: z = not VFA developmental discipline; M = Math; E = English; R = Reading; C = English/Reading Combination)	College Provides
College Ready: 0 = college level; 1 = 1 level below; 2 = 2 levels below; 3 = 3 levels below; 9 = N/A or unknown)	College Provides
Success Completion of the course (Y/N)	College Provides
Earned Credit Hours	College Provides
Term (Fall, Winter, Spring, Summer)	College Provides